November 20, 1922.
Circular Letter No. 63.

To Supervisor of Schools
and Principals.

Ladies and Gentlemen:

LICENSING OF TEACHERS.

Inasmuch as the Department of Education desires to raise the standard of its teachers both in professional and academic preparation, as well as to have all licenses of the same grade represent the same preparation, the following changes have been made, which will be in effect April 1,1923.

The practice of giving special examinations to candidates who have failed in the summer school, will be abandoned after December 1922.

The means of procuring the various licenses granted by the Department of Education are as follows:

RURAL LICENSE.

First.- Supervisors of the various districts, after consulting with the high school principals or continuation teachers, shall recommend suitable candidates who have completed at least the 10th grade. These candidates may take examinations in the following subjects in April of each year: Professional History, Professional Arithmetic, Professional Geography, Physiology and Hygiene, and Agriculture. The remaining subjects required by law, viz., English, Spanish, and Pedagogy, must be taken at the summer school. On the completion of this course with a passing grade of 70 in each subject and a general average of 75, the candidate shall be issued a rural license. Students failing in more than one subject in the April examination will not be admitted as candidates for this license at the summer school.

Second.- On completion of the rural course at the Normal College, the requirement for admission to which is the completion of at least the 9th grade, candidates will be issued the rural license.

Third.- Candidates who have completed at least the tenth grade and who are recommended by the district supervisors, after consultation with the high school principal or continuation teachers, shall be required to attend at least two summer sessions at the Normal College, at which they shall pass the examinations in the eight subjects required by law with a grade of 70 in each subject and a general average of 75.

Fourth.- Candidates who have taken the rural course in such high schools as offer this course, may be granted the rural license.

Candidates for this license must be at least 17 years of age.

ENGLISH GRADED LICENSE.

First.- Teachers who have had one year of successful experience as a rural teacher and who are especially strong in English, may be recommended as candidates for the English graded license. They may take five of the nine subjects required by law at the April examinations, viz., Professional History, Professional Geography, Professional Arithmetic, Physiology and Hygiene, and Agriculture. The remaining subjects, English, Spanish, Pedagogy and Civics, must be taken at the summer school. Students failing in more than one subject at the April examinations, will not be admitted as candidates for this license at the summer school. On the completion of this course with a passing grade of 70 in each subject and a general average of 75, the candiate shall be issued the English graded license.

Second.- High school graduates may be admitted to the Normal College and after completing the two-year normal course, shall recieve the English graded license.

Candidates for this license must be at least 19 years of age.

PRINCIPAL'S LICENSE.

First.- Teachers holding the English graded license who have had two years successful experience and who show good executive qualities, on recommendation of the district supervisor, may be admitted to the course for principals given in the summer school. A minimum of three summers will be required to take the work covering the fifteen subjects required by law. No applications for this license will be received at the April examinations. On the completion of this course with a passing grade of 70 in each subject and a general average of 75, the candidates will be issued the principal's license.

Second.- Teachers who have completed the two-years normal course based on the four-year high school course, may, after one year successful experience be granted the principal's license.

Candidates for this license must be at least 21 years of age.

Teachers' licenses shall be granted only to persons of sound physical health.

Yours very truly,

(Signed) Juan B. Huyke,
Commissioner of Education

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